

Hybrid meeting survey - Meeting Chairs

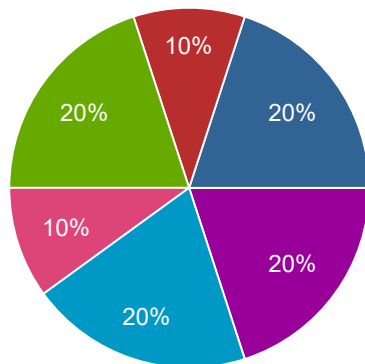
10 responses

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What Committee, Board or Commission meeting did you manage?

 [Copy](#)

10 responses



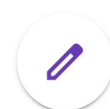
- AHRC - Arlington Human Rig...
- ARB - Arlington Redevelopm...
- ATED - Arlington Committee...
- CPAC - Community Preserva...
- Disability Commission
- Diversity Task Group of Envis...
- Rainbow Commission
- Tree Committee

▲ 1/2 ▼

When was the meeting held?

10 responses

Feb 23	15
Nov 2022	9
Dec 2022	8 16
Jan 2023	19
Feb 2023	8 9 13 16 24



In what room was the meeting held?

10 responses

2nd floor Annex

2nd floor conference room--Town Hall Annex

Town Hall Annex 2nd Floor conf room

HHS conference room of Community Center

Town Hall Annex, 2nd Floor Conference Room

HHS Conference Room/Maple St

Annex

Town Hall Annex 2nd floor conf. room

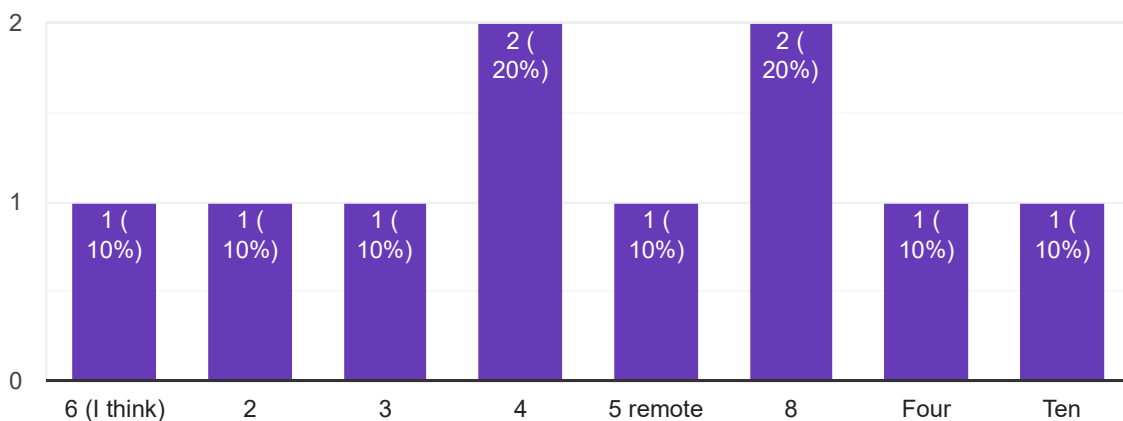
Hybrid/Community Center 2nd floor conference room

Town Hall Annex, Second Floor Conference Room

How many committee members attended remotely:

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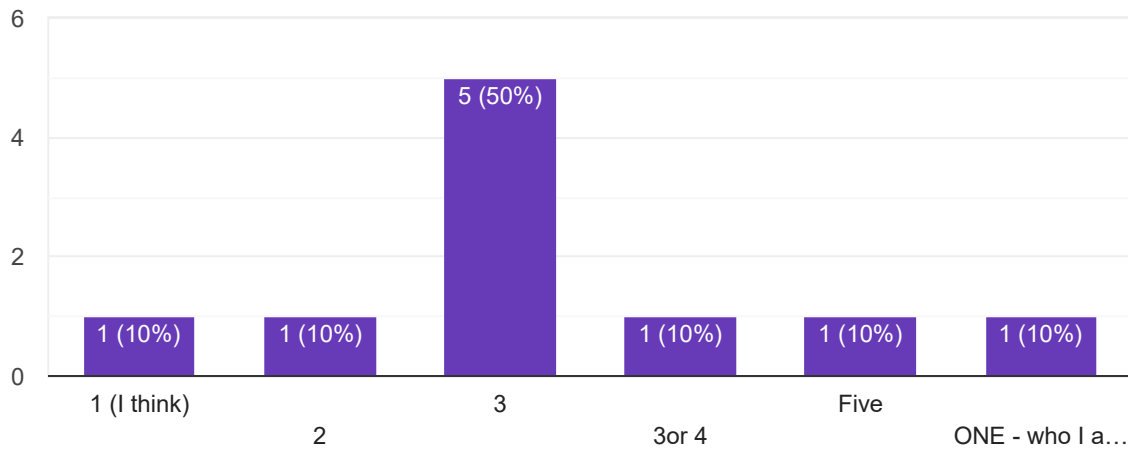
10 responses





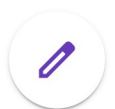
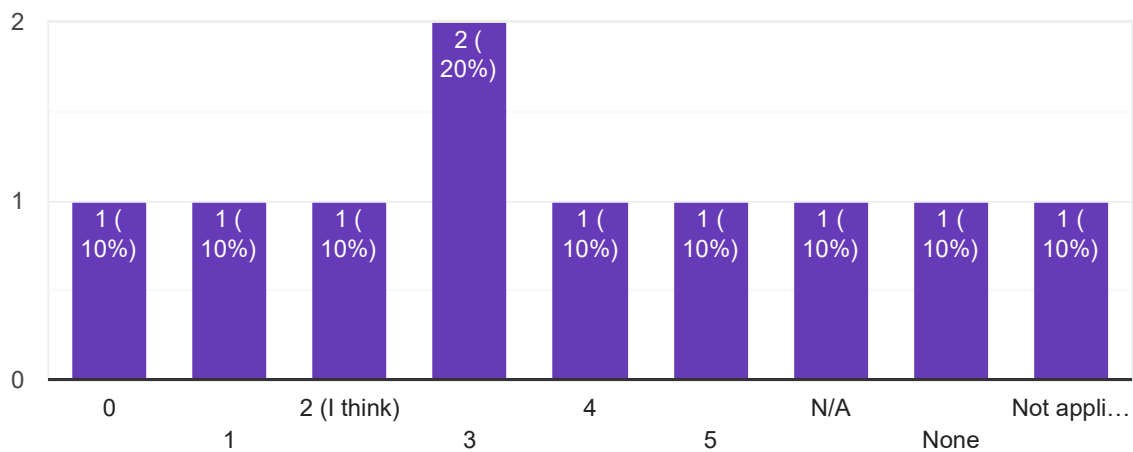
How many committee members attended in person?

10 responses



How many members of the public attended remotely?

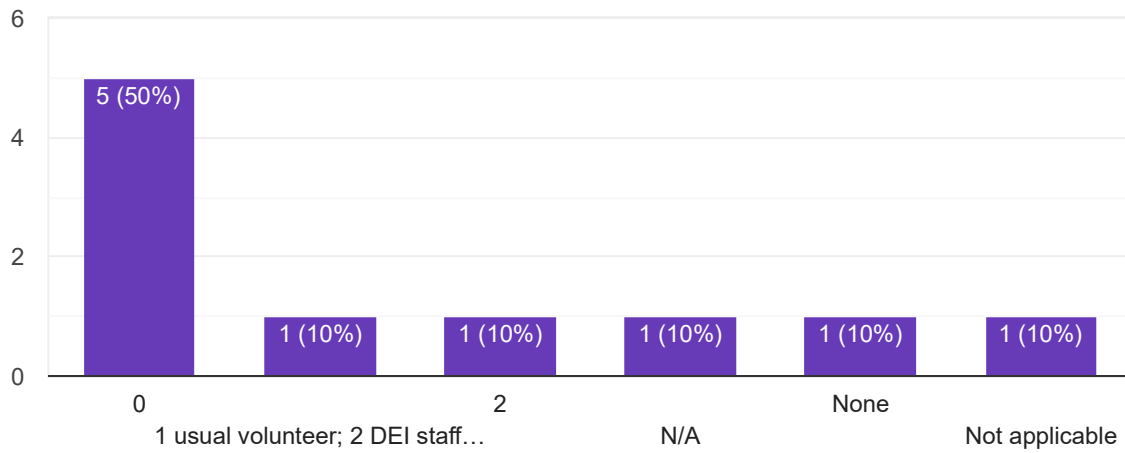
10 responses





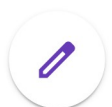
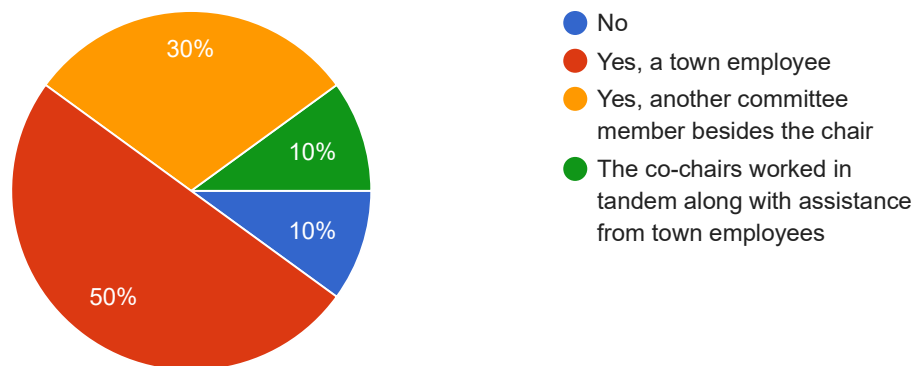
How many members of the public attended in in-person?

10 responses



Was there a person helping manage the interactions between the remote and in person participants

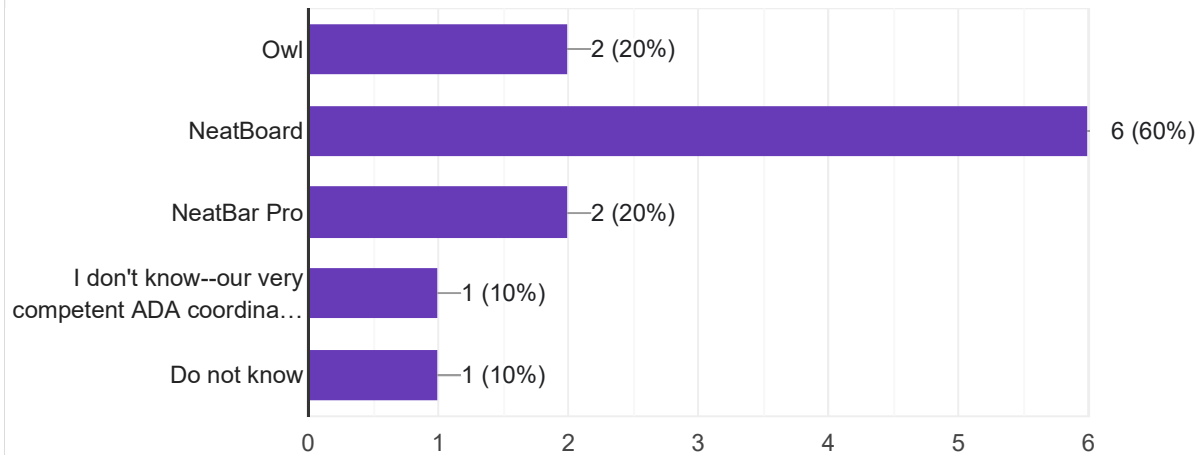
10 responses



What technology was used for connecting remote and in-person participants? Select all that apply.

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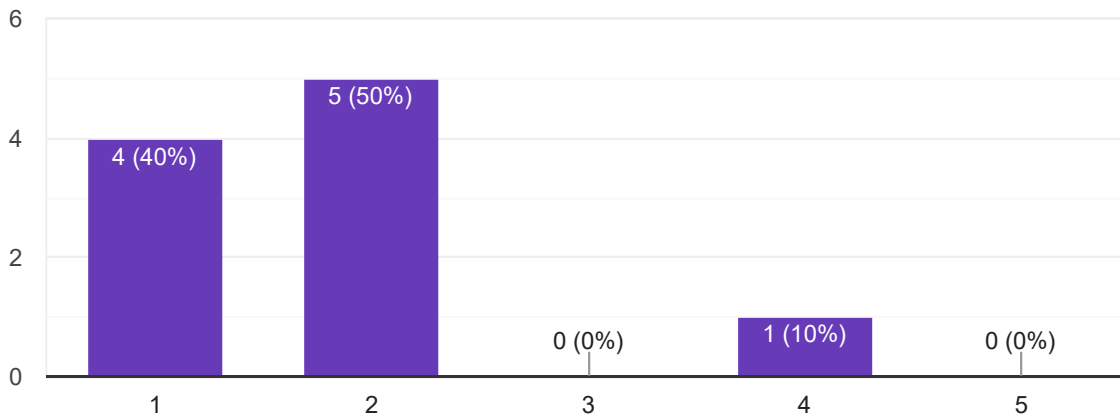
10 responses



On a scale of 1 to 5, how easy was it to connect everyone remotely and in person

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10 responses



Were there problems with the technology used for the meeting? If yes, please describe the issue.

9 responses

none

Our registered Zoom link did not show up on the Owl/Neatboard.

We got up the meeting easily; but somehow dropped it for a few minutes, and then got it re-started. It was right at the start and Jim Feeney was still with us, and we're none of us sure what happened. It wasn't a big deal.

No. DEI Engagement Manager Teresa Marzilli managed the tech

Not that I'm aware of.

No issues with technology

No

Ne Issues, but we were hosting a trial session, not a real meeting



What were the benefits of hybrid participation for this meeting? What worked?

10 responses

Great monitor screens for those in person! The Tree Warden who lives far from Arlington could still attend, via Zoom, and the committee benefited from his participation.

It was nice meeting in person.

it gave committee members an option to participate in person, while also providing very clear audio and visual for those participating virtually

It is incredibly helpful for our Commissioners with young children to have the option of attending remotely.

We didn't need to have a hybrid meeting since not members actually wanted to attend in-person.

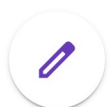
It was helpful for me to not have to get out of the house to attend. Gathering my papers, computer, etc is complicated by my physical limitations. It easily saved me 45 minutes, and I was also less stressed out about preparing/getting dinner. That said, I miss seeing people in person, and if I had planned better yesterday, I would have attended in person.

Allowed members who continue to need social distancing to participate. Allowed the public to join for short periods, leave, and return.

I was planning to attend in person but had a last-minute change, so that was helpful. I believe we have some committee members for whom it is a challenge to attend in person.

Many of members of the Disability Commission disabled hybrid allows full participation

The benefit we saw was that it would allow us to keep meeting if meetings had to return to in-person. We did not think it had any advantages over a fully online meeting.



What were the challenges of hybrid participation for this meeting? What didn't work well?

10 responses

Our registered Zoom link was not listed on the Owl/Neatboard. We must have not specified when we requested the Zoom, that it would be hybrid.

We still felt a little divide between the people meeting in person, and the people on Zoom, but we think that might just be something we need to get used to and develop our conversation protocols to overcome.

we didn't have any challenges

It is challenging to keep track of the conversation between in person and remote. The hybrid format is also challenging for people who have difficulty hearing or other disabilities that make following a fast-moving, multi-participant conversation difficult.

DTG needs to assess whether we want to offer hybrid meetings in the future since it's a greater time commitment for someone to attend the meeting in-person to set-up and run the Neat Bar technology.

There were more people in the physical room than usual, and I struggled with a few things: 1) I couldn't see the people in the far end of the room because my laptop screen is too small. Last time the screen for the room was divided into a part for each participant; this time it was all one screen. I wasn't always sure who was talking. I don't know if it would have been easier to see if it was divided. 2) I struggle in meetings where there's a slide presentation and also Zoom windows for each participant. This meeting was especially hard because I was supposed to be an active participant (as a co-chair). I think other people were also struggling. The meeting got off to a rough start. 3) One Commissioner had strong feelings to air out, and it felt especially hard to react in a hybrid format meeting

We are learning that in room participant chatter among one another can be disruptive/distractive to remote participants

Everything went smoothly. The tech the town is using works really well.

It went very smoothly

We spent a good bit of time trying to figure out the best way to display a document on the table. We ended up taking a picture on a phone and sharing it. A document viewer would be a good addition to the room.



Do you have any suggestions to improve the meeting?

8 responses

A phone number to call in case of tech difficulties.

Not yet--we're looking forward to our second hybrid meeting to get more comfortable with this format.

not right now - it worked really well

No suggestions come to mind

DTG needs to discuss how we want to hold our meetings. I think people theoretically prefer the collegiality of meeting in-person, but the convenience of attending over Zoom supersedes that desire.

not sure yet

We have been meeting in hybrid mode for 7 monthly meetings. Issues with technology at our 6th meeting were completely resolved by the 7th. Continued prompt attention to tech issues has been very good and commend the town.

If we have a real hybrid meeting, we can let you know.

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